



Interagency Coordinating Council (ICC) Executive Committee Meeting Minutes - Draft

Virtual Meeting

Thursday, August 29, 2024

10:30am - 12:00pm

Attendance

Members (ICC Governor Appointees)

Sarah Patrick Greene - Absent
Sonia Samaniego - Present
Lana Graber - Present
Laurie Shook - Present
Stacey Reinstein - Resigned
Amy Munoz - Absent
Amber Neubauer - Present

Olivia Lindly - Absent
Kendra Benedict - Present
Charlene May - Present
Kelly Lalan - Resigned
Stephanie Collier - Absent
Aanya Metrakos - Present

Members (Subcommittee Appointees)

Camille Verdugo - Present
Kyle Hammond - Present

Melissa Busby - Present

Staff (AzEIP)

Amy Aeed - Absent
Anissa Albert - Present
Ena Binns - Absent
Lisa Casteel - Present
Annie Converse - Absent
Chantelle Curtis - Present
Tanya Goitia - Present
Lidia Gonzales - Absent

Jeremiah Hale - Absent
Amanda Honeywood - Present
Jerrilene Antone Morton - Present
Jessica Jimmerson - Present
Erica Melies - Absent
Pamela Meurer - Present
Amanda Tipotsch - Present
Lisa Vallee - Present

Minutes

1. Call to Order - Sonia Samaniego/Vice Chair 10:34am
 - a. Housekeeping Items - Sonia Samaniego/Vice Chair

2. Read Public Member Notice - Sonia Samaniego/Vice Chair
3. Minute Approval from Previous Meeting - Sonia Samaniego/Vice Chair
 - a. April 25th, 2024- Charlene May 1st motioned to approve and Lana Graber 2nd motion to approve. All committee members said Aye in approval minutes.
4. Discussion Items/topics
 - a. Educational Topic for next ICC - Cross State Collaboration-OAE screening (Sonia)
 - i. Colorado EI program Sonia and 4 other people provided this OAE Screening process cross-state collaboration throughout all the states Colorado EI does this screening and information for states. This was presented at the EDDIE conference. Funds were used to buy new equipment for SPA, it has been helpful, and the machines are user friendly, and it's been a big transition.
 - b. Appointment of Transition Committee Chair and Vice Chair
 - i. Lisa V states update, Sarah did send an email to welcome the committee Kyle Hammond for the position of Chair and Camille Verdugo is vice chair for the Transition committee.
 - c. Kelly Lalan has left BCBS/Health Choice (board member vacancy)
 - i. Vacancy is open on the board for this role. Lisa V states there are pending applications that will be discussed in AzEIP Updates.
 - d. Child Find subcommittee approval
 - i. Committee spoke about this briefly, the suggestion to have a child find a subcommittee and do we need to vote on this. There is discussion on this topic. Lisa V opened the floor to have a discussion on what is needed for child find activities. To be able to get more support from ICC and opportunity to open up to other members on concern and ideas. Lana states that we need refresher on what the child finds need is on what ICC is needed for from the members. Lisa V has slides done from the last meeting. Focus child find activities specifically for children under the age of 1. If we can get a committee to support the kids and target the population of children under 1 being referred. With ICC support having a work group we can find the areas that are needing assistance. More so in rural areas and help to the providers to assist on what areas to target and reach out to younger populations. Kendra Benedict would like to participate in this topic and assist in getting this projected out in our community. Kendra states that up north is needing a lot of work in getting a lot of children assistance. This will be continuing conversation onto the next meeting to get this going and out reached. Add agenda for next ICC meeting for additional discussion.
 - e. Updated bylaws - Vote at next ICC Meeting
 - i. This will be voted on at the next ICC meeting. Lisa states the Bylaws have not been shared just yet with ICC. It's the same Bylaws the only thing added into bylaws are the chair and vice chair roles. Any changes or modifications they are being looked at are now being viewed and dated.
 - f. Share about OSEP Conference - Sonia Samaniego
 - i. It was an opportunity to attend the conference, thank you to AzIP for including ICC and the discussions being a part of the OSEP conference to represent the ICC. There was a lot of information; Sonia created a share drive at the conference and shared it with Sarah. It was good knowing what other states are doing, and it was great information. Professional development is a huge take and learning about what opportunities and what is happening developing programs. A

lot of discussion on system technology and the accessibility for families to have access. Biggest takeaway was the collaboration with the state agency as well as other birth to three ranges because there are so many pieces that everyone is working on. The families are struggling with the navigation process, the big part provider learning more what is there to be done to help program and what they are about. OSEP is beginning to broad out their looking into birth to three range and not just preschool and up so that is a plus. Lana stating Sonia may be adding a segment to do a brief presentation on takeaway and what you learned about the conference. Sonia will investigate and add to the next agenda meeting.

5. Committee Updates

a. Transition Committee - (Kyle Hammond / Camille Verdugo)

- i. Busy working on a lot of different things, so the committee got the transition conference script approved by the ICC and now with AzEIP. Waiting for approval from AzEIP to go out to providers. Next, working on a checklist to help providers and supervisors with quality practices and compliance transition conferences.

b. Fiscal Committee - (Amber Neubauer / Lisa Casteel / Jeremiah Hale)

- i. We had a brief update trying to work with family engagement committees. To use the funds available to support families that want to participate. Hopefully get that participation with families and the ICC committee. RSK reached parent training look, RSK will train any parents that needs it. Reach out to Laurie for more information. Rate rebase came will investigate more and after the elections will reach out to legislatures. Looking at creating more strategic plans and goals written and transfer to ICC in general strategic plan for ICC. Leo Huppert voted and took the position as vice chair for the committee.

c. Family Engagement Committee - (Laurie Shook Interim Chair / Tanya Goitia)

- i. Still learning on getting updates. Alyssa Eromae volunteered to be vice chair for the Family committee once approved. The committee finalized the Facebook guidelines, and need feedback if we need to vote as in ICC or just vote within the subcommittee. Sonia will investigate it to see if the ICC needs to vote and Lisa V will look back in bylaws to make sure if a vote is not needed. Public information officer was curious about the Facebook page and Lisa V will bring them to know more information. Starting to work on ICC rap cards to be put out in events. One feedback is that ICC applications can be overwhelming for families. The QR code is being overwhelmed for the families. Maybe the QR code can be a google doc, discussion going on right now with the committee. Still partnering up with the Fiscal committee about compensation for families.

d. Development Committee - (Ariel Sansom/ Erica Melies)

- i. No Updates

6. AZEIP Updates - Several staff members are at the IDIO Conference in New Orleans this week

a. Update on appointments from the Governor's Office (Lisa Vallee)

- i. Pending Boards and Commissions applications updates - As in July if you are appointed in the role, you are still filling that role while renewal applications are pending. There are open positions in the committee. Lisa did send an email for updates on the pending applications and will let anyone know. Getting with development committees to find out what more we can do to get more applicants. Sonia will follow up on the mental health role and suggested a doctor who previously served on the ICC in a different role.

- ii. The Child and Community Services Division- July 6th AzEIP is part of the new department of economic security division. The CCSD is AzEIP, DCC, and DCAD. The new division will help strategize family support and community impact, maintaining focus on our families. There is no impact, work is still the same, this will not affect any of our SPAs and all contracts will remain the same.

7. Action/follow up:

- a. Lisa V added slides deck in the meeting
- b. Bylaws draft posted and will be voted next meeting
- c. Lisa V will review information regarding the family engagement and the guidance documents on requirements
- d. Development Committee assistance with filling ICC membership vacancies
- e. Sonia will follow up with a doctor who served on the ICC in the past for Mental Health role
- f. Follow up on the AzEIP request for assistance with Child Find in rural areas

8. Public Comment: None

9. Schedule Next Executive Committee Meeting: Thursday Oct. 24th 10:30a-12p

10. Adjourn: 11:24 am

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